



Book	Policy Manual
Section	200 Pupils
Title	Eligibility of Nonresident Students
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Adopted	May 10, 2003
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Purpose

The Board shall operate district schools for the benefit of students resident in this district who are eligible for attendance.[\[1\]](#)[\[2\]](#)[\[3\]](#)

Authority

The Board may permit the admission of nonresident students in accordance with terms of this policy.[\[4\]](#)[\[5\]](#)[\[19\]](#)

The Board shall require that appropriate legal documentation showing dependency or guardianship or a sworn statement of residential support be filed with the Board Secretary before an eligible nonresident student may be accepted as a student in the district schools. The Board may require a resident to submit additional reasonable information to substantiate a sworn statement, in accordance with guidelines issued by the Department of Education.[\[6\]](#)[\[7\]](#)

The Board reserves the right to verify claims of residency, dependency and guardianship and to remove from school attendance a nonresident student whose claim is invalid.[\[6\]](#)

Proper transportation shall be provided by the Williamsport Area School District to eligible students and shall be funded and reimbursed in the same manner as transportation provided for resident students.

Tuition rates shall be determined in accordance with statute. Tuition shall be charged quarterly, in advance of attendance.[\[5\]](#)[\[8\]](#)[\[9\]](#)

Guidelines

Nonresident Children Placed in the District

Any child placed in the home of a district resident by a court or government agency shall be admitted to the schools and shall receive the same benefits and be subject to the same duties as resident children. [\[10\]](#)

Inmates of Institutions

Nonresident students who are inmates of institutions, located in the school district, for the care or training of orphans or other children, shall be permitted to attend the schools of this district. The Williamsport Area School District will charge the school district of each such child's parental residence for tuition and any other appropriate costs up to any limits specified in relevant legislation. Act 16 of 1993 limits the home district's obligation to pay tuition for special education students to 150 percent of the host district's established tuition rate. [\[8\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)

Future Residents

A child otherwise eligible for attendance whose parents/guardians have executed a contract to buy or build a home in this district may be enrolled without payment of tuition for a period of no more than five (5) months previous to the anticipated date of residency. If the child does not become a resident of the district by the end of the period for which free attendance is given, tuition shall be required for the remainder of the time until residency is established. Parents/Guardians of children who seek admission on the basis of future residency shall submit to the Director of Student Services a completed application on the district-provided form and shall supply proof of the anticipated residency. Approval of the application by the Director of Student Services shall be required before enrollment in a district school. The administration shall have the right to verify the claims of future residents and to remove from school a nonresident student whose claim is invalid. [\[5\]](#)

Former Residents

If the parents/guardians of a student, other than a third grader, a sixth grader, an eighth grader, or a senior, move out of the school district before April 1, such student shall be required to attend a school in the new school district of residence. If such change of residence shall involve a third grader, a sixth grader, an eighth grader, or a senior and shall take place after the opening of school, the student shall be permitted to continue in the Williamsport Area School District until the conclusion of only that school year without the payment of tuition, provided that the student's parents/guardians assume the responsibility for transportation and for any unusual expenses and that the student's progress is satisfactory. If the parents/guardians of a student move out of the Williamsport Area School District on or after April 1 and before the end of the school year, the student of any grade level shall be permitted to complete only that school year in the Williamsport Area School District without the payment of tuition, provided that the student's parents/guardians assume responsibility for transportation. [\[5\]](#)

Affidavits Certifying Gratis Support of Children

Free school privileges shall be available to a student residing in the home of a district resident who is not the parent/guardian of the student, but who supports the student gratis as if that were the case. Before accepting such a child as a student, the Board requires that the resident

host complete yearly and file with the Office of Student Services, District Service Center, of the Williamsport Area School District sworn and notarized statement that s/he is a resident of the district, that s/he is supporting the child gratis, that s/he will assume all personal obligations for the child relative to school requirements, and that s/he intends to keep and support the child continuously and not merely through the school term. The School Board, pursuant to guidelines issued by the Department of Education, may require other reasonable information to be submitted by the resident to substantiate the sworn statement. Persons who violate these provisions in a fraudulent manner may be charged tuition retroactively when the case involves a nonresident student. [\[6\]](#)[\[7\]](#)

Tuition-Paying Students

Nonresident students may be accepted for attendance in the schools of this district upon the request of the school district of residence and upon the payment of tuition by that entity or upon the application of the nonresident student's parents/guardians and the payment of tuition by them. A child shall be considered a resident of the school district in which his/her parents/guardians reside.

Admission shall be contingent on the availability of educational space and on the district's ability to accommodate the nonresident student's needs without incurring additional cost. In the event of failure to receive a high degree of cooperation from the nonresident student's parents/guardians, of attendance problems involving the nonresident student, or of unsatisfactory scholastic achievement by the nonresident student, the Superintendent shall return the student to the school district of residence. Transportation for tuition-paying students shall be the responsibility of the parents/guardians.

Tuition payments shall be based on the number of days of required attendance, calculated from the day of initial attendance, and shall be charged until formal notice of discontinuance is received by the school district or until the school district shall have discontinued the attendance of the student. Tuition payments shall be paid by parents/guardians in advance of student attendance on at least a quarterly basis. In the event that payment is not made within ten (10) calendar days of billing, the tuition student shall be suspended from attendance until such time as payment is received. When tuition is paid by another school district, the student for whom tuition is in arrears shall be suspended from attendance thirty (30) days following the date of billing and until payment is made.

Temporary Custody Arrangements

Students within the district who locate outside of the district due to a temporary custody arrangement may continue to attend the schools of the district during the temporary custody. Students attending under this provision may attend the schools of the district for a maximum of forty-five (45) school days. At the end of that nine-week period, if the student has not relocated to the Williamsport Area School District, the parents/guardians must make arrangements for the student to attend school in his/her district of residence or must make arrangements for payment of tuition if the student will be attending school in the Williamsport Area School District.

Delegation of Responsibility

The Superintendent or designee shall develop procedures for the enrollment of nonresident children which:

1. Admit such students only on proper application and submission of required documentation by the parent/guardian.
2. Verify claims of residency.
3. Do not exclude any eligible student on the basis of race, creed, color, gender, sexual orientation, national origin, ancestry, or handicap/disability.[18]
4. Deny admission where the educational facilities or program maintained for district students is inadequate to meet the needs of the applicant.
5. Make continued enrollment of any nonresident student contingent upon maintaining established standards of attendance, discipline and academics.

The Superintendent shall report to the Board for its information the enrollment of each nonresident student.

The Director of Student Services, under the Superintendent's leadership, shall coordinate the approval and registration process for all nonresident students in the district's schools.

Nonresident applications for attendance on a tuition-paying basis will also be processed by the Director of Student Services.

Legal

1. 24 P.S. 501
2. 24 P.S. 502
3. 24 P.S. 503
4. 24 P.S. 1301
5. 24 P.S. 1316
6. 24 P.S. 1302
7. 22 PA Code 11.19
8. 24 P.S. 2561
9. Pol. 607
10. 24 P.S. 1305
11. 22 PA Code 11.18
12. 24 P.S. 1309
13. 24 P.S. 1306
14. 24 P.S. 1307
15. 24 P.S. 1308
16. 24 P.S. 1310
17. 24 P.S. 2562
18. Pol. 103
19. Pol. 200
- 24 P.S. 1306.2
- 24 P.S. 2503
- 22 PA Code 11.41
- Pol. 000
- Pol. 103.1
- Pol. 251
- Pol. 906